Central Intelligence Agency



OTE 86-3504

6 JUN 1986

Ms. Mary Dix National Security Council Executive Office Building **Room 397** 20506 Washington, D. C.

Dear Ms. Dix:

The Intelligence Issues Course will have its pilot running 14-22 July 1986. There will be 22 participants. The course is designed for Executive Secretaries with the Agency and invitees from the Intelligence Community who have approximately 15 years' experience.

One of the objectives of this course is for the Executive Secretary to gain an appreciation of the total intelligence process and the interaction between the National Security Council (NSC) and the Intelligence Community. We would therefore appreciate a briefing detailing this process from the perspective of the NSC, as well as a tour of the White House Situation Room.

We would suggest the afternoon of 21 July or the morning of 22 July as the most convenient times for this presentation. We can, of course, accommodate an alternative date.

Please contact the Course Director, if you require further information. We very much appreciate your willingness to participate in what we consider a very important course for the Executive Secretary.

Sincerely,

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Director o f Training and Education

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